Present: Jim Beatty  
Tony Cherin  
Larry Rhyne  
Bob Wilbur  
Excused: Chee Chow  
Absent: Ron Stampfl  

1. Jim Beatty, Chair, called the meeting to order at 9:05am on February 7, 2003, in the Dean’s Conference Room.

2. The meeting agenda was reviewed and approved.

3. Minutes of 01/24/3 were moved, seconded, and approved (unanimous) as modified.

4. The Committee met with Shelley Herron and Nancy Cavanaugh to discuss the progress of the faculty website. Nancy has reviewed a number of faculty websites, as well as the ones created by John Choi and the student team last semester. She will use that model to develop a common website for the College. The website will be standardized by layout, picture size and location, and topics. Nancy will help determine the best formats for faculty to use when providing information to her for inclusion in the website, especially in regard to resumes, course syllabi, abstracts, and other documents. Shelley and Nancy will continue to work on this effort and will meet with the Committee again on February 21, 2003, for a progress report. At that time, Nancy will present a prototype that will include a number of faculty profiles for the Committee to review. The Dean’s Conference Room will be enabled to allow for Internet access to view the website.

5. The Committee also discussed with Shelley and Nancy the progress of the “Case for Faculty Research Support.” Shelley presented a bullet outline of a number of comments previously generated by the Committee. The Committee appreciated the effort and the progress being made. Members suggested that the bullet points may not be addressing the “so what” of each bullet clearly enough to attract audience and potential donor attention. The Committee members will review the bullet points and other materials and will attempt to add “so what” comments to the statements. Further, anecdotal examples of students, faculty, and businesses directly benefiting from the efforts of faculty research should be developed. The Committee will continue
to discuss the “Case for Faculty Research Support” at the meeting of 02/21/2003.

6. Shelley also shared with the Committee examples of printed materials from other universities (University of Oklahoma, University of Delaware, and Tuck School of Business at Dartmouth). These schools (and many others) have booklets that include faculty profiles. She noted that Dean Naughton is very interested in developing such a booklet of our faculty. The target audience would include the deans at all the AACSB schools (which is how Shelley had access to the ones she shared), the news media, internal organizations, and other marketing targets.

7. Bob Wilbur reviewed the upcoming AACSB visitation and the potential meeting of the Committee with the Visitation Team.

8. Bob also reviewed the current state of the designs for the new building.

9. The Committee continued its discussion of the faculty and staff recognition programs. The Committee hopes to be able to make final decisions about faculty and staff honorees by mid-April.

10. Bob Wilbur shared information about the Alumni Award Nominations (The Montys). All nominations must be sent directly from the nominator to the Office of the Associate Vice President for Faculty Affairs by Monday, February 24, 2003. Their office has a website that includes information and nomination forms. The Professional Development Committee will receive the nominations from Faculty Affairs, will review these nominations, and will return non-ranked written comments for up to three nominees to Faculty Affairs as requested.

11. The next meeting of the Professional Development Committee will be on February 21, 2003, at 9:00-10:30am, in the Dean’s Conference Room.

12. Jim Beatty adjourned the meeting at 10:50am.